

SCHOOL DISTRICT	COUNTY	APPLICATION NUMBER
PROJECT NAME	TYPE OF APPLICATION <input type="checkbox"/> STANDARD <input type="checkbox"/> SELF-CERTIFIED	

GENERAL INSTRUCTIONS

All documents must have original signatures.

This form must be completed for Phase I approval. Applicants using the standard application procedure complete Parts A, C, D, E, and F. Applicants using the self-certifying application procedure complete Parts B, C, D, E, and G.

The applicant district is to complete each task referenced on this Checklist and enter any information requested in the spaces provided. If an answer is “zero” or “not applicable,” so state. Once completed and the information is certified by the District Representative or the Governing Board, as applicable, the Checklist is forwarded, with necessary attachments, to the

Office of Public School Construction for review and scheduling on a State Allocation Board (SAB) agenda.

IMPORTANT: Be advised that documentary evidence which supports certifications must be retained by a self-certifying district and is subject to audit as provided in Education Code Section 17706 and following. A district certifying information containing any material inaccuracy with respect to Lease-Purchase Program requirements shall be subject to the penalties set forth in Education Code Section 17741.2 and Government Code Section 12650 and following.

PART A: PHASE I DOCUMENTATION

(Standard Applications only)

- ☐

Enrollment Certification (see *Applicant Handbook pages 3-A-5 through 3-A-7 and SB 1612 Eligibility Package*). Attach Form SAB 411B, if not already on file for the current fiscal year. If the District is using classroom loading standards less than the State loading standards, attach the appropriate documentation. In addition, provide the house count information when applicable.
- ☐

Summary of Facilities To the extent these documents are not on file and up to date, attach a diagram of existing facilities for each school site in the District, including unused and vacant school sites, a certification of district-owned site acreages, and Form SAB 526. (see *Applicant Handbook, page 3-A-47 and SB 1612 Eligibility Package*).

PART B: PHASE I CERTIFICATIONS

(Self-Certified Applications only)

- ☐

ADA Projection (see *Applicant Handbook pages 3-A-5 through 3-A-7 and SAB Implementation of AB 1603, August 26, 1992*). If not previously submitted, attach copy of current Form SAB 411, Form SAB 411A, and Form SAB 411B, as applicable. If the District is using classroom loading standards less than the State loading standards, attach the appropriate documentation. In addition, provide the house count information when applicable.
- ☐

Funding Priority (see *SAB Implementation of AB 1603, August 26, 1992; Implementation of AB 87, December 4, 1991; and Amendment to the Substantial Enrollment Policy, May 27, 1992*). This project qualifies for Priority Level _____. Attach resolution(s).
- ☐

Project Area Entitlement: _____ Attach *Lease-Purchase Justification Document, Form SAB 600, and Classroom Loading Summary, Form SAB 600S*. Attach, to the extent these documents are not on file and up to date, a diagram of existing facilities for each school site in the District. Include unused and vacant school sites, a certification of district-owned site acreages, and Form SAB 526 (see *Applicant Handbook, page 3-A-47 and SB 1612 Eligibility Package*).
- ☐

Inadequate Facilities, to be Abandoned: _____

(see *SAB Implementation of AB 1603, August 26, 1992 and SAB Implementation of SB 1612, July 28, 1993, pages 6 and 7*). This area is reported on the Form SAB 526. Attach the relevant engineering structural report and supporting cost estimate unless the district is abandoning portables owned or leased for 20 years or more.
- ☐

Unusable Facilities, to be Excluded: _____

- ☐

Description of Project:
Area of new permanent construction, reconstruction, or modernization: _____ square feet.
Area of relocatable construction (excluding replacement portables): _____ square feet. Area of replacement portables _____ square feet.
Area to be constructed beyond eligible area pursuant to Education Code Section 17740.1(a) _____ square feet.
Permanent Facilities:

Relocatable Facilities *:

Acreage to be acquired: _____ acres
(see *SAB Implementation of AB 1603, August 26, 1992 and SAB Implementation of SB 1612*).
- ☐

For Reconstruction Projects Only: Student capacity of the building(s) to be reconstructed will increase by at least 10 percent or by five teaching stations, whichever is fewer (see *SAB Implementation of AB 1603, August 26, 1992*).
- ☐

** If the district is requesting a reduction in the relocatable requirement, attach a formal request with a statement which includes the circumstances justifying the request, the number of relocatables, and the area of those relocatables (see Applicant Handbook page 3-A-44).*

PART C: PHASE I DOCUMENTATION (All Applications)

- ☐ **Financial Plan** (see *Applicant Handbook Appendix 2 and Appendix 3-2 and 3-3*). Attach District Financial Plan, Form SAB 520, for all 50/50 applications and SB 1379 applications.
- ☐ **Map of District's Attendance Area(s)** (see *Applicant Handbook page 3-A-8*). Attach a current map.
- ☐ **Two Letter Appraisals of Property Value** [For Site Acquisition Only] Attached. (See *Applicant Handbook page 3-A-56*).
- ☐ **Certification of Available Rents** Attach Form SAB 504, if not previously submitted this fiscal year.
- ☐ **Application for an Apportionment** (see *Applicant Handbook page 3-A-53*). Attach Form SAB 506 or Form SAB 706, as appropriate.
- ☐ **Authorized Signatory** (see *Applicant Handbook page 2-6*). Attach Form SAB 508 or Form SAB 508A, as appropriate.
- ☐ **Board Resolution to Continue Using Modernized or Reconstructed Facilities for School Purposes.** (As part of the application for modernization or reconstruction at a given school, the District is required to submit a Board of Trustees Resolution to the effect that the District's long range plans support the continued use of the school(s) for the foreseeable future.) Attach Resolution. (see SB 1612 Eligibility Package).

PART D: PHASE I DOCUMENTATION - CALIFORNIA DEPARTMENT OF EDUCATION (CDE) - (All Applications)

The following document which addresses this project has been sent to the School Facilities Planning Division, California Department of Education:

☐ **Five-Year Facilities Plan**, Form SFPD 575 (see *Applicant Handbook 1992 Appendix 8-1*).

PART E: PHASE I DOCUMENTATION - WAIVER AND REVIEW COMMITTEE (All Applications)

The following documentation has been sent to the Waiver and Review Committee care of the California Department of Education, School Facilities Planning Division:

☐ **Year-Round Multi-Track Feasibility Study** (see *Applicant Handbook Appendix 7-1*), Attach a copy of the waiver or approval letter or indicate the date sent to CDE.

☐ **Multi-Track Year Round Project**, If the district is requesting priority funding based on this criteria, attach a copy of either the district Board's 20% overload resolution or the waiver letter.

☐ **Annual Substantial Enrollment Requirement Worksheet**, Form CDE/SFPD 4.06 if the District is requesting priority funding based on this criterion, attach a copy of either the district Board's 6% or 8% resolution or the waiver letter.

PART F: CERTIFICATION (Standard Applications only)

I certify that this form and its supporting documents properly set forth the request of the District for funding under Chapter 22, Part 10, of the Education Code, and that the information contained herein is true and accurate to the best of my knowledge and belief.

SIGNATURE OF DISTRICT REPRESENTATIVE	DATE

PART G: CERTIFICATION (Self-Certified Applications only)

We certify that the Governing Board has reviewed this form and its supporting documents, that the contents properly set forth the request of the District for funding under Chapter 22, Part 10, of the Education Code, and that the information contained herein is true and accurate to the best of our knowledge and belief. In making this certification, we are aware of Section 17741.2 of the Education Code and Section 12650 and following of the Government Code which provide for penalties when material inaccuracies are found including the imposition of treble damages for making false claims against the State. Submission of this form was authorized by Board action on _____, 19 ____ .

SIGNATURE OF PRESIDENT/CHAIRPERSON	TITLE	DATE
SIGNATURE OF SECRETARY/CLERK	TITLE	DATE